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Economic Commission for Europe

Committee on Trade

Centre for Trade Facilitation and Electronic Business

Twentieth session
Geneva, 10-11 April 2014
Item 1 of the provisional agenda

Annotated provisional agenda for the twentieth session [1, 2]

To be held at the Palais des Nations, Geneva, starting at 10.00 on Thursday, 10 April 2014.

I. Provisional agenda

1. Adoption of the agenda.
2. Matters arising since the nineteenth session.
3. Bureau overview of developments.
4. Reports of rapporteurs.
5. UN/CEFACT recommendations and standards.
6. UN/CEFACT structure, mandate, terms of reference and procedures.
7. Challenges for trade facilitation and electronic business.
8. Strategic directions and Programme of Work.
9. Elections.
10. Other business.

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1 For reasons of economy, delegates are requested to bring copies of all relevant documents to the session. There will be no documentation available in the conference room. Before the session, documents may be downloaded from the UNECE's website (http://www.unece.org/index.php?id=33746). During the session, official documents may be obtained from the UNOG Documents Distribution Section (Room C.337, third floor, Palais des Nations).

2 All delegates are requested to complete the registration form available for download from the UNECE website (http://www.unece.org/cefact). It should be transmitted to the UNECE secretariat no later than 3 April 2014 by email (amelia.dellefoglie@unece.org) or by fax (+41 22 917 0629). Upon arrival at the Palais des Nations, delegates should obtain an identification badge at the UNOG Security and Safety Section, located at the Pregny Gate (14, Av. de la Paix). In case of difficulty, please contact the secretariat by telephone (ext. 73254). For a map of the Palais des Nations and other useful information, see website http://www.unece.org/meetings/practical.htm

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11. Adoption of decisions and draft report of the twentieth session.

II. Annotations

Opening

The provisional agenda and timetable for the twentieth session of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) has been drawn up by the Bureau in consultation with the secretariat. It is based on the decisions adopted at the nineteenth session. Simultaneous interpretation (English/French/Russian) will be available at all sessions.

The session will be opened by the Director of Economic Cooperation, Trade, and Land Management Division of the United Nations Economic Commission for Europe (UNECE) and by the Chair of UN/CEFACT.

Item 1. Adoption of the agenda

Document title	*Document symbol*	
Draft agenda	ECE/TRADE/C/CEFACT/2014/1	For decision

The Chair, with the assistance of the secretariat, will review the draft agenda (ECE/TRADE/C/CEFACT/2014/1) and will inform the Plenary of any proposed change. Delegations will have an opportunity to raise points about the agenda prior to its adoption.

Item 2. Matters arising since the nineteenth session

Document title	*Document symbol*	
Matters arising since the nineteenth Plenary	ECE/TRADE/C/CEFACT/2014/3	For information

The secretariat, together with the Bureau, will report on matters arising from the Executive Committee (EXCOM) since the nineteenth session. The secretariat will also report on possible implications of the WTO Agreement on Trade Facilitation. This will be discussed in more details under agenda item 7. Delegations will have an opportunity to review and discuss the topics raised.

Item 3. Bureau overview of developments

The Chair and members of the Bureau will provide an overview of developments since the last session and will set the stage for the topics to be taken up during the meeting. Delegations will have an opportunity to review and discuss the topics raised.

Item 4. Reports of rapporteurs

Document title	*Document symbol*	
Report of Rapporteur for Africa	ECE/TRADE/C/CEFACT/2014/4	For noting
Report of Rapporteur for Asia and the Pacific	ECE/TRADE/C/CEFACT/2014/5	For noting

The regional rapporteurs will report on activities since the last session. Delegations will have an opportunity to review and discuss the topics raised.

Item 5. UN/CEFACT recommendations and standards

a) Recommendation for approval

Document title	*Document symbol*	
Revised Recommendation 14, Authentication of Trade Documents by means other than a Signature	ECE/TRADE/C/CEFACT/2014/6	For approval

The Plenary will have before it for approval the following revised recommendation:

Recommendation 14, Authentication of Trade Documents by means other than a Signature (ECE/TRADE/C/CEFACT/2014/6). Delegations will have an opportunity for discussion.

b) Recommendations and standards for noting

The Plenary will have before it the following recommendations and standards for noting and delegations will have an opportunity to discuss the topic raised:

Codes for Units of Measure Used in International Trade (Recommendation 20, Revision 9 of code list) (http://www.unece.org/tradewelcome/areas-of-work/un-centre-for-trade-facilitation-and-e-business-uncefact/outputs/cefactrecommendationsrec-index/list-of-trade-facilitation-recommendations-n-16-to-20.html)

Codes for Types of Means of Transport (Recommendation No. 28, Revision 4 of code list) (http://www.unece.org/tradewelcome/areas-of-work/un-centre-for-trade-facilitation-and-e-business-uncefact/outputs/cefactrecommendationsrec-index/list-of-trade-facilitation-recommendations-n-25-to-28.html)

UN/EDIFACT Directory (Versions D.13A and D.13B)
(http://www.unece.org/cefact/edifact/welcome.html)

UN/LOCODE Directory (Versions 2013-1 and 2013-2)
(http://www.unece.org/cefact/locode/welcome.html)

UN/CEFACT Core Component Library (Versions D12.B, D.13A and D.13B)
(http://www.unece.org/cefact/codesfortrade/unccl/ccl_index.html)

UN/CEFACT XML Schema Library (Versions D12.B, D. 13A and D13.B
(http://www.unece.org/cefact/xml_schemas/index)

Item 6. UN/CEFACT structure, mandate, terms of reference, and procedures

Document title	*Document symbol*	
UN/CEFACT structure, mandate, terms of reference and procedures	ECE/TRADE/C/CEFACT/2010/15/Rev.5	For information

The Plenary will have before it the foundation document "UN/CEFACT structure, mandate, terms of reference, and procedures" (ECE/TRADE/C/CEFACT/2010/15/Rev.5), which was reviewed during the nineteenth session and approved by UNECE Executive Committee (EXCOM) at its sixty-second session. Delegations will have an opportunity for review and discussion.

Item 7. Challenges for trade facilitation and electronic business

Document title	*Document symbol*	
Materials for panel discussions	ECE/TRADE/C/CEFACT/2014/MISC.1	For information

Delegations will have an opportunity to provide their perspective on developments and emerging requirements, including those arising from the WTO trade facilitation agreement; and, in particular, from the standpoint of governmental authorities and the private sector. Delegations will have an opportunity for discussion.

The goal is to brainstorm priority opportunities that UN/CEFACT might address through future projects and activities.

Materials for these discussions (ECE/TRADE/C/CEFACT/2014/MISC.1) will be issued in English at the time of the Plenary.

Item 8. Strategic directions and Programme of work

Document title	*Document symbol*	
An integrated strategic framework for UN/CEFACT deliverables	ECE/TRADE/C/CEFACT/2014/7	For decision
Draft UN/CEFACT programme of work 2014-2015	ECE/TRADE/C/CEFACT/2014/8	For decision

The Bureau will present for discussion and approval, "An integrated strategic framework for UN/CEFACT deliverables" (ECE/TRADE/C/CEFACT/2014/7) and the UN/CEFACT Programme of work 2014-2015 (ECE/TRADE/C/CEFACT/2014/8). Delegations will have an opportunity to review and discuss these draft documents.

Item 9. Elections

Delegations will elect the vice chairs for the Plenary Bureau for the period 2014-2015.

Item 10. Other business

Delegations will be invited to take up other issues not previously addressed during the session.

Item 11. Adoption of decisions and draft report of the twentieth session

Document title	*Document symbol*	
Draft report of the twentieth session	ECE/TRADE/C/CEFACT/2014/CRP.1	For decision
	ECE/TRADE/C/CEFACT/2014/CRP.1/Add.1	For decision
	ECE/TRADE/C/CEFACT/2014/CRP.1/Add.2	For decision

Delegations will be invited to adopt the decisions and the draft report.

Closing

III. Provisional timetable

Date and time	*Agenda item*	*Introduced by*
	Thursday, 10 April	
10.00 – 10.15	Opening	Director of Economic Cooperation, Trade, and Land Management Division of UNECE and Bureau Chair
10.15 – 10.30	**Item 1**: Adoption of the agenda	Chair
10.30 – 11.00	**Item 2**: Matters arising since the nineteenth session	Secretariat and Bureau
11.00 – 12.00	**Item 3**: Bureau overview of developments	Bureau
12.00 – 12.30	**Item 4:** Reports of rapporteurs	Rapporteurs
12.30 – 13.00	**Item 5**: UN/CEFACT recommendations and standards	Bureau
13.00 – 15.00	**Lunch break**	
15.00 – 16.00	**Item 6**: UN/CEFACT structure, mandate, terms of reference, and procedures	Secretariat and Bureau
16.00 – 18.00	**Item 7**: Challenges for trade facilitation and electronic business	Bureau
	Friday, 11 April	
10.00 – 12:00	**Item 8:** Strategic directions and Programme of work	Bureau
12.00 – 12:30	**Item 9:** Elections	Secretariat/Bureau
12.30 – 13.00	**Item 10**: Other business	Bureau
13.00 – 15.00	**Lunch break**	
15.00 – 18.00	**Item 11**: Adoption of decisions and draft report of the twentieth session	Secretariat
	Closing	Chair